

## **ISD Technology Committee**

**The members of the ISD Tech. Committee will serve as role models/resource persons in supporting the ISD's Tech. goals and initiatives.**

**Team Composition:** The committee is chaired by the Technology Director. It includes a representative sample of all stakeholders within the school.

### **Role of the Committee**

- Meet at the start of the year as the need be & meet monthly thereafter.
- Ensure that technology planning aligns with school goals.
- Promote initiatives, communicate expectations, and evaluate program effectiveness.
- Make recommendations to the administration for the distribution of technology funding.
- Assess professional development needs and make recommendations for training opportunities.
- Serve as peer coaches and be responsible for mentoring group of teachers
- Serve as media/technology good-will ambassadors by seeking input from teachers, staff & students and providing feedback about technology use/needs.
- Provide leadership in implementing and adapting school's tech plan and monitor planning processes and results.
- Other activities appropriate for the committee.

### **Responsibilities of the Chair**

- Responsible for updating the committee on available resources, equipment, and trends.
- Plan and prepare for committee meetings and provide agendas.
- Organize a system for reporting regularly on issues & concerns
- Provide the committee with relevant resources and information for consideration or discussion.
- Co-ordinate the follow-up process on any recommendations, directives, or decisions reached by the committee.
- Co-ordinate and create annual IT budget in consultation with the Tech. committee